



Information brochure

Foreign students at the Karlsruhe University of Applied Sciences



This information brochure is intended as a guide for the start of your studies and is aimed at students from abroad who are studying at Karlsruhe University of Applied Sciences. The brochure gives an over-view of the first necessary steps and refers to the most important information on the website. There is separate information for exchange students at www.h-ka.de/en/exchange-students.



Gefördert vom Ministerium
für Wissenschaft, Forschung
und Kunst



Editorial deadline: 07/14/2021

Table of contents

1	Everything about studying.....	6
1.1	Enrolment and fees.....	6
1.1.1	What do I have to consider when enrolling?	6
1.1.2	Do I have to pay fees? How much are they?	6
1.1.3	Who can I contact with questions about enrolment?.....	7
1.2	Must Haves.....	7
1.2.1	Campus Card/Student ID	7
1.2.2	Online Services – IMPORTANT!	8
1.3	Checklist for the start of studies	9
1.4	Re-enrolment and leave of absence	10
1.4.1	What is re-enrolment?	10
1.4.2	When should I re-enroll?	10
1.4.3	What happens if I have not re-enrolled?.....	10
1.4.4	What is a leave of absence? / When can I take leave?	10
1.5	Study preparation at the HKA	11
1.5.1	How can I prepare for the German Language Test for University Admission (DSH)?	11
1.5.2	Which preparatory courses are offered at the HKA?	11
1.6	Curriculum and examinations: Bachelor / Master	11
1.6.1	Which lectures should I attend? Which exams do I have to take each semester? How do I register and de-register?	11
1.6.2	How many types of exams are there? How are they graded?	12
1.6.3	What happens if I fail the exam?.....	12
1.7	International Cooperation	13
1.7.1	What exchange programs/study semesters abroad does the HKA offer?.....	13
1.8	Internship: when is a practical professional internship scheduled?.....	13
2	Karlsruhe University of Applied Sciences: General Overview	14
2.1	Organization of the University of Applied Sciences.....	14
2.2	The Faculties	16
2.2.1	Faculty of Architecture and Civil Engineering.....	16
2.2.2	Faculty of Electrical Engineering and Information Technology	16
2.2.3	Faculty of Management Science and Engineering	16
2.2.4	Faculty of Information Management and Media	16
2.2.5	Faculty of Mechanical Engineering and Mechatronics.....	16

2.2.6	Faculty of Management Science and Engineering	16
2.2.7	Faculty of Computer Science and Business Information Systems.....	16
2.3	University institutions	17
2.3.1	International Office	17
2.3.2	CC – Computer Center	17
2.3.3	CC – Center of Competence	17
2.3.4	Center for Teaching Innovation.....	17
2.3.5	Student Registry, see above.	18
2.3.6	Institute for Foreign Languages (IFL)	18
2.3.7	AStA – Students for Students	18
2.4	Campus Life	19
2.4.1	Facts and location map.....	19
2.4.2	Library	19
2.4.3	Refectory and cafeteria	19
2.4.4	Sport	19
3	New in Karlsruhe.....	20
3.1	Citizens' Advice Bureau	20
3.2	Bank account.....	20
3.3	Health insurance	20
3.4	Foreigners' Registration Office.....	21
3.5	Be mobile: Travelling by train with the Studi-Ticket.....	21
4	Student life in Karlsruhe	22
4.1	How can I finance my studies?.....	22
4.2	Where/how can I find an apartment?	22
4.3	Is there childcare if I have a child?	22
5	Overview of links, information and advisory centers.....	23
5.1	Student Registry.....	23
5.2	Online Services 1-3, LSF, Ilias	23
5.3	Computer Center	23
5.4	Academic counseling.....	23
5.5	Student finance	23
5.6	Karlsruhe Student Union.....	23

Foreword

Welcome to Karlsruhe University of Applied Sciences!

Here you will find a guide to the things you need to do to organize your studies and everyday life in Germany. We have compiled numerous links for you that will take you to more detailed texts on the university website or to pages of other institutions.

1 Everything about studying

If you have any questions or need additional information, please contact the Student Registry at (www.h-ka.de/en/about-hka/institutions/student-registry), the administration offices for your degree program and the user advisory service of the Computer Center (CC), and make sure you attend the information events at the beginning of the semester. There are often major differences depending on the faculty. In this guide, we can only roughly point you in the right direction; more specific details are always available from the administration offices for the respective degree programs or on our website. And this is really important! Read your university emails daily because they contain information you need to know about!

1.1 Enrolment and fees

1.1.1 What do I have to consider when enrolling?

Enrolment, also called matriculation, takes place at Karlsruhe University of Applied Sciences (HKA) online and by mail

Prerequisites:

- Complete and print out the online enrolment application in the application portal, enclose a certified university admission certificate (UAC), any missing documents requested and send all documents by the deadline.
- Plan of procedures after receiving the admission notice
- For non-EU citizens, 1,500 euros are to be submitted with enrolment application
- Request for reimbursement after return/cancellation of the place of study.

For enrolment, it is ESSENTIAL you click the following link, where you will find the exact and updated information:

www.h-ka.de/en/discover/application/enrolling?format=raw&cHash=5a850646837009ff0c4309dbec7d6557

You can find more information at:

www.h-ka.de/en/discover/studienbewerbung-en/international-applicants/regular-students

1.1.2 Do I have to pay fees? How much are they?

Yes, all students have to pay semester fees, which are the contributions to administrative costs and the Student Union. These amount to 155.70 euros.

In addition, foreign students from non-EU countries have to pay tuition fees of 1,500 euros.

If you belong to the group of people who are not obliged to pay the fees, you must justify this exemption.

You can find more information about costs here:

www.h-ka.de/en/study/guidance-counseling/financing

Attention: You have to register (**re-register**) for each additional semester in which you pay the semester fees or the semester and tuition fees. If you do not report back on time, you will lose your place at the university. You can find more information here:

www.h-ka.de/en/study/academic-life/examinations/re-enrolment-and-de-registration

1.1.3 Who can I contact with questions about enrolment?

The **Student Registry** of the HKA can help you here.

Opening times:

Mon. - Thurs.: 8 a.m. - 3.30 p.m.

Fri.: 8 a.m. - 2.20 p.m.

Building R, ground floor

Moltkestr. 30, 76133 Karlsruhe

Email studieninfo@h-ka.de

There is also a list with a contact person for each degree program. You can clarify your questions with this contact.

You can find this information at:

www.h-ka.de/en/about-hka/institutions/student-registry

1.2 Must Haves

- Campus Card
- Online services
 - CC/IC account
 - Email address
 - Etc.

1.2.1 Campus Card/Student ID

You can get your **Campus Card** from Building R at the Student Registry. You can prove your student status with the card, which is also referred to as student ID. However, it also has the following practical functions:

- Cash card (for the refectory, cafeteria and washing machines in the student residence)
- Library card
- Ticket for free use of the buses and trains of the Karlsruher Verkehrsverbund (KVV) (Karlsruhe Transport Association) in the evening (6.00 p.m. to 5 a.m.) and all day on weekends. As proof, you must also have the KVV certificate with you. This can be downloaded from the Online Service2 for students.

You can find more information at:

www.h-ka.de/en/study/academic-life/getting-started/campus-card/

1.2.2 Online Services – IMPORTANT!

The Computer Center (CC) of Karlsruhe University of Applied Sciences, also known as the Information Center (IC), offers important online services which you absolutely must use for study processes.

For more information, scroll to the bottom of the HKA website:
www.h-ka.de/intern/

Once you have received your Campus Card, you can create your CC/IC account. You need it to use the online services, because you have to log in there every time with your account.

- **CC Account/IC Account:**

Key for all online services that you need for your studies.

The login details for the university IT systems (login details of the Computer Center) can be found in the document "Initial IC login details", which you can call up within the "QIS Certificates" function in the university applicant portal.

hisinone.extern-hs-karlsruhe.de/qisserver/pages/cs/sys/portal/hisinoneStartPage.faces

- **Email address:**

The HKA automatically creates an email address for the students. You'll get all the important information about exams, lectures, etc. via this email. Always check your emails!

How can you read your emails?

webmail.h-ka.de/

If you have any questions, please contact the following e-mail address: bb.RZ@h-ka.de, or call 0049 721/925-2305.

Online services include

- **The creation of your TAN:**

The TAN list is very **IMPORTANT!** You must create this yourself. You need it to register for the exams.

To do this, log in with your CC login details to the online service "Certificates and Data" and call up **TAN Management**.

- **Use of the LSF:**

Here you can call up various information:

- Directory of lectures
- Directory of persons (can also be accessed via the website)
- Timetables (no registration required -> events)
- Event allocation
- Information about degree programs, events, lecturers and rooms

- **ILIAS:**

ILIAS is the e-learning platform where lecturers create courses and provide materials such as scripts, practice tests and homework.

1.3 Checklist for the start of studies

	What?	Where?	✓
1	Preparation for enrolment <ul style="list-style-type: none"> • Paying the semester fees. Payment options: Bank transfer from the home country or from a bank account in Germany. • Collecting all documents necessary for enrolment 	From home/after arrival in Karlsruhe, BEFORE enrolment	
2	Online Services: IC – Organize account, change password Set up a university email account and check your emails, generate TAN list LSF: Print and complete timetable ILIAS: Register your courses	Online	
3	Student ID/Campus Card	Collect from Building R – Student Registry	
4	Activate library card on the Campus Card	University library Building R/online	
5	Top up your Campus Card with money for visits to the refectory or cafeteria	Vending machines for topping cards up in Building R or in the refectory	
6	Find language tandem partner	Tandem project at the Institute for Foreign Languages (IFL)	
7	Find a mentor	Center for Teaching Innovation	
8	Attend information events for first-year students (freshmen)	In your faculty or in your degree program	
9	Set up your "office": obtain a laptop with a webcam, printer, and scanner (very important in case the semester is held online)	There are various shops in Karlsruhe which can help you here, or buy the equipment online	
10	Get to know learning places at the university	Pool rooms in various buildings are equipped with PCs and printers University library	

1.4 Re-enrolment and leave of absence

1.4.1 What is re-enrolment?

It is the registration at the HKA with the respective payment of tuition fees that students have to make each semester. This does **not** happen automatically and if you do not re-register in good time, you can lose your place at the university.

You can find more information at:

www.h-ka.de/en/study/academic-life/examinations/re-enrolment-and-de-registration/

1.4.2 When should I re-enroll?

You can find the dates here:

www.h-ka.de/die-hochschule-karlsruhe/aktuelles/termine/semestertermine

1.4.3 What happens if I have not re-enrolled?

If you have not responded by the deadline, you will receive a written reminder with an additional reminder fee. If, despite this reminder, the amount is not released in the online system or the one-off direct debit cannot be made, the university must exmatriculate you. This means your studies will end prematurely.

1.4.4 What is a leave of absence? / When can I take leave?

You can apply for a leave of absence during your studies. Reasons for this can be:

- Studying abroad
- Illness
- Military or civilian service
- You have to support relatives in need of care
- Pregnancy
- Serving a custodial sentence
- Taking up a practical activity that will help you achieve your study objectives
- Death in the family
- other important reasons

As a rule, leave of absence is granted for a maximum of two semesters. Semesters of leave are not counted towards the period of study (basic period of study/maximum period of study). Educational credit does not have to be used for a semester of leave. The reason for the leave of absence must be proven by appropriate documentation. The application for leave must be submitted before the start of lectures in the respective semester.

In exceptional cases, a request for leave may also be submitted up to one month before the start of the examination period.

You can get more information from the Student Registry:

<https://www.h-ka.de/en/about-hka/institutions/student-registry>

1.5 Study preparation at the HKA

1.5.1 How can I prepare for the German Language Test for University Admission (DSH)?

Have you already taken your DSH exam or your TestDaF (Test of German as a Foreign Language)? If not, please contact the Institute for Foreign Languages (IFL) to find out when a DSH preparatory course will be offered.

www.h-ka.de/studieren/kompetenzen-aufbauen/sprachen/deutsch/

You can find further information about language certificates here: dsh.de/dsh-termine/

1.5.2 Which preparatory courses are offered at the HKA?

The HKA offers new students various opportunities to enable them to start their studies successfully. For example, what are known as

- Bridge courses, basically preparatory courses, are offered to allow you to prepare for your studies: www.h-ka.de/en/study/academic-life/getting-started/preparatory-courses/
- TeamUp mentoring: [www.h-ka.de/en/study/academic-life/getting-started/mentoring program/](http://www.h-ka.de/en/study/academic-life/getting-started/mentoring-program/)
- Starting your studies successfully: www.h-ka.de/erfolgreich-starten/
- Support with teaching content in the learning centers: www.h-ka.de/studieren/studium-organisieren/lernen/lernzentren

In addition, the student advisory team can provide support for many questions:

www.h-ka.de/studieren/studienberatung/beratungsangebote/

You can find more detailed information at

www.h-ka.de/en/study/academic-life/getting-started/
and at www.h-ka.de/studieren.

1.6 Curriculum and examinations: Bachelor / Master

1.6.1 Which lectures should I attend? Which exams do I have to take each semester? How do I register and de-register?

Depending on the course or program, there is a lecture plan, but you have to complete and check it yourself. At the university, you have to be independent and self-reliant.

You can find more information about this on the respective websites of your degree program: if you scroll downwards on the page www.h-ka.de/die-hochschule-karlsruhe/, you will get to your faculty.

The subjects as well as the type and number of examinations depend on your study examination regulations (SER): www.h-ka.de/studieren/studium-organisieren/pruefungen/pruefungsordnungen/.

Here you can find out how to create your timetable together with your electives. It is best to check with your administration office at the beginning of the semester whether your timetable includes everything you need.

Attention: For some exams you will be registered automatically, for others you have to do it yourself. You can see what you are registered for in the online services ("Certificates and data" - "Exam registration"). Under the item "Grades Sheet" you can view and check the points you have achieved (CPs) for your lectures and exercises.

If you cannot take part in an examination, you must de-register in the online service ("Certificates and data" - "Exam registration").

You can find more information about registering/de-registering for exams at this link (**please read carefully**): www.h-ka.de/en/study/academic-life/examinations

If you have missed the deadline for exam de-registration, please contact your administration office urgently.

Important: If you do not attend an exam and have not been excused for being absent, it is considered a fail and will be graded with a mark of 5.0. Please bear this in mind!

The examinations take place in the special lecture-free examination period after each semester. This time period is always detailed here: www.h-ka.de/die-hochschule-karlsruhe/aktuelles/termine/semestertermine You can find the individual exam dates when you register for the exam or in the LSF. Please check with your administration office as to where you can find the exam dates for your degree program.

1.6.2 How many types of exams are there? How are they graded?

There are two types of examination performance. The first type are awarded grades from 1.0 (best grade) to 5.0 (worst grade) and for the others certificates are issued. In the graded exams, you must score 4.0 or better to pass. The certificates are simpler, here only a "pass" or a "fail" is entered.

You can read about the type of examination in the study examination regulations (SER) for your degree program: <http://www.h-ka.de/studieren/studium-organisieren/pruefungen/pruefungsordnungen/>.

1.6.3 What happens if I fail the exam?

If you fail the exam once, you have the opportunity to resit it in the next semester. If you also fail the exam a second time, your studies end - then your only option is to apply for what is known as a hardship case: www.h-ka.de/fileadmin/user_upload/Haertefallantrag-mit_erstemFachsemester-HsKA11.12.19.pdf.

If your application is approved, you can retake the exam.

You can find more information here: www.h-ka.de/en/about-hka/institutions/examination-office

Recommendation: get advice from your student council (Students for Students) or the General Students' Committee (AStA) on what you can do in an emergency and what the correct steps are:

www.h-ka.de/en/about-hka/institutions/student-union-students-council

1.7 International Cooperation

1.7.1 What exchange programs/study semesters abroad does the HKA offer?

The HKA offers various opportunities to complete a semester or an internship abroad, or to write your final thesis:

www.h-ka.de/en/discover/studienorientierung-en/going-abroad

www.h-ka.de/en/study/academic-life/internship-semester

www.h-ka.de/international-studieren/abschlussarbeiten

You can also find details of further, special international co-operations on your faculty's websites.

1.8 Internship: when is a practical professional internship scheduled?

During your studies, you are required to complete one internship semester, usually this is the fifth semester. This is where you work in a selected company and get a taste of what it's like to work in the real world. Finding an internship is down to you.

You can get more information from the Center of Competence:

www.h-ka.de/en/study/academic-life/internship-semester

2 Karlsruhe University of Applied Sciences: General Overview

2.1 Organization of the University of Applied Sciences

The university is organized as follows:

- The **Rector's Office**: this consists of the Rector, the Prorectors and the Chancellor. Function: Management of the entire university.
- The **Senate**: This includes the Rector, the Prorectors, the Chancellor, the Deans and the Equal Opportunities Officer as well as six elected professors, two academic and two other staff members and four students.
The Senate decides on matters pertaining to research, teaching, study and further education, unless these are assigned by law to another central body.
- The **University Council**: This consists of nine external members. The University Council is an advisory, planning and controlling body which makes decisions on the structural and development planning of Karlsruhe University of Applied Sciences and controls the management of the Rector's Office.
- The **Dean's Office** (each faculty has one) consists of assistants, employees and professors, and is headed up by the **Dean**.

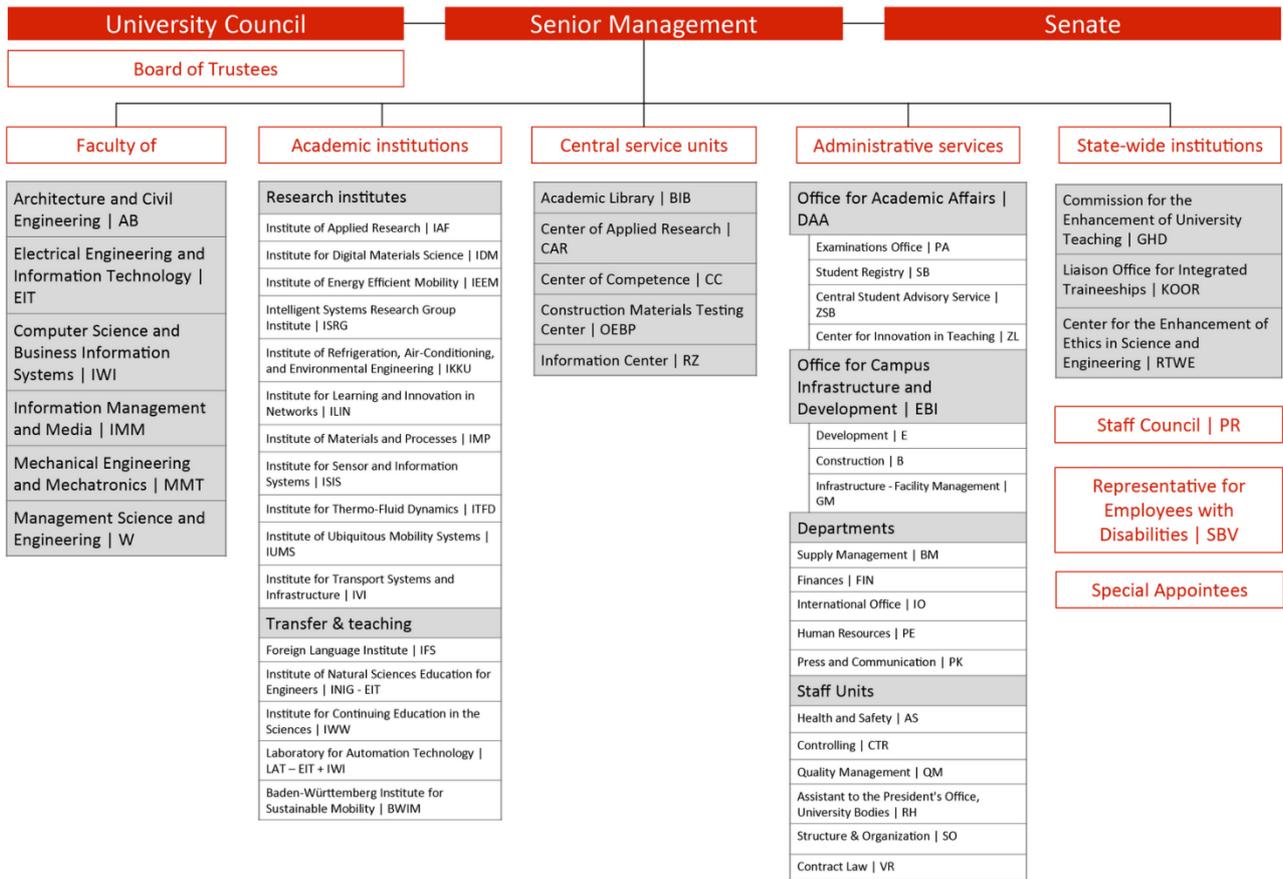
You can find more information at:

www.h-ka.de/en/about-hka/organization-people/senior-management-university-bodies

- The **student councils of a faculty (SC)**: Students (from different semesters) get involved on behalf of other students. Each faculty has a student council, so six in total.
The student council can often help very effectively with study-related questions. It holds introductory events for first-year students ("orientation phase"), often manages collections of old examinations and the answers to them, and organizes other events such as lectures and student council parties.

For more information, see:

www.h-ka.de/en/about-hka/institutions/student-union-students-council



www.h-ka.de/en/about-hka/organization-people/organizational-chart

2.2 The Faculties

2.2.1 Faculty of Architecture and Civil Engineering

www.h-ka.de/en/about-hka/faculties/architecture-and-civil-engineering/overview

2.2.2 Faculty of Electrical Engineering and Information Technology

www.h-ka.de/en/electrical-engineering-and-information-technology/overview

2.2.3 Faculty of Management Science and Engineering

www.h-ka.de/en/about-hka/faculties/computer-science-and-business-information-systems/overview

2.2.4 Faculty of Information Management and Media

www.h-ka.de/en/imm/overview

2.2.5 Faculty of Mechanical Engineering and Mechatronics

www.h-ka.de/en/about-hka/faculties/mechanical-engineering-and-mechatronics/overview

2.2.6 Faculty of Management Science and Engineering

www.h-ka.de/en/about-hka/faculties/management-science-and-engineering/overview

2.2.7 Faculty of Computer Science and Business Information Systems

www.h-ka.de/en/about-hka/faculties/computer-science-and-business-information-systems/overview

2.3 University institutions

2.3.1 International Office

The International Office of the HKA is responsible for the international relations of the university. It is the central contact point for partners worldwide and the service center for the international students.

The staff also advise and support students on site with regard to their study opportunities abroad.

You can find more information at: www.h-ka.de/io

Would you like to gain even more experience abroad? Information is available here:

www.h-ka.de/kennenlernen/studienorientierung/ins-ausland-gehen

see 1.6.

2.3.2 CC – Computer Center

The Computer Center (CC) of Karlsruhe University of Applied Sciences is the first point of contact for questions regarding the use of IT services. It is a service and competence center for all questions and facilities concerning information supply and processing.

You can find more information at: www.h-ka.de/en/about-hka/institutions/data-center

2.3.3 CC – Center of Competence

It offers information and orientation as well as opportunities regarding questions about careers, jobs, scholarships and General Studies.

You can find more information at: www.h-ka.de/en/about-hka/institutions/center-of-competence/who-we-are

2.3.4 Center for Teaching Innovation

The "Center for Teaching Innovation" advises and supports you in your learning, for example, through these three offerings:

- Providing mentors who can help you at the beginning of your studies to find your way around at the university and in your studies.
- Writing advice is provided, for example, on writing night, where you can pick up tips on academic writing.
- Advice on the digitization of teaching

You can find more information at:

www.h-ka.de/en/about-hka/institutions/center-for-teaching-innovation/overview

www.h-ka.de/en/about-hka/institutions/center-for-teaching-innovation/fields-of-work#c29289

2.3.5 Student Registry, see above.

You can find more information at: www.h-ka.de/die-hochschule-karlsruhe/einrichtungen/studierendenbuero

2.3.6 Institute for Foreign Languages (IFL)

The HKA offers you the opportunity to improve your German as well as to learn other languages. Here you can also get information about DSH preparatory courses if you still need the DSH.

You can find more information at: www.h-ka.de/en/study/additional-skills/languages/overview

2.3.7 AStA – Students for Students

The AStA (General Students' Committee) represents the interests of the student body.

- University policy
- Institutional talks
- Contact between student councils
- Contact with the Student Union
- Contact persons for students besides the student councils
-

You can find more information at: www.h-ka.de/en/about-hka/institutions/student-union-students-council

2.4 Campus Life

2.4.1 Facts and location map

The campus of Karlsruhe University of Applied Sciences is located in the middle of the city, west of the Schlossgarten (Palace Garden) and on the edge of the Hardtwald forest. Five of the six faculties are housed here on the approximately 10-hectare site. The inner-city branches of the campus are all within easy walking or cycling distance. The satellite campus in Bruchsal is only 20 km away. Around 80,000 m² of building space is available to approximately 8,000 students, more than 200 professors and over 500 academic and administrative staff.

www.h-ka.de/en/locations

2.4.2 Library

The HKA Specialist Library (FBH) is part of the library of the Karlsruhe Institute of Technology (KIT) and is responsible for supplying literature within the Karlsruhe University of Applied Sciences. It is located in Building A/second floor on the campus. The Campus Card functions as the library pass.

This must be registered www.bibliothek.kit.edu/english/how-open-account.php in order to be used and activated on site.

You can find more information at:

www.h-ka.de/en/about-hka/institutions/library

2.4.3 Refectory and cafeteria

The **Moltke Refectory** is located in Moltkestraße next to the university and provides food for students of the HKA, the nearby Academy of Arts and the University of Education. The **cafeteria** is located in the basement of Building A on campus.

You can find more information at:

www.h-ka.de/studieren/studierendenleben/on-campus

2.4.4 Sport

A broad sports program is also offered at the university. There is also a cooperation in this regard with the Karlsruhe Institute of Technology (KIT).

You can find more information at:

www.h-ka.de/studieren/studierendenleben/on-campus

3 New in Karlsruhe

3.1 Citizens' Advice Bureau

According to the German Registration Act, all people who live permanently or temporarily in Germany must register at the Residents' Registration Office within the first two weeks of their arrival. To do this, go to the Citizens' Advice Bureau in the city.

What you will need to take:

- Identity card or passport
- Completed and signed registration form

You can find more information at:

www.karlsruhe.de/int.en

3.2 Bank account

As a student, you must hold an account at a German bank. On the one hand, to prove your studies are funded to the Foreigners' Registration Office, but also to be able to pay for things more easily here in Germany.

To open an account at a bank of your choice, you need:

- Identity card or passport
- Registration notice from the Citizens' Advice Bureau
- Student ID and certificate of enrolment
-

You can find more information at <https://www.h-ka.de/en/information-for-international-students>

3.3 Health insurance

All residents in Germany must have health insurance and students are no exception. Prices differ. It is recommended to choose one of the statutory health insurance funds, as they all have the same tariff for students up to 30 years of age. From the age of 30, you have to take out voluntary statutory or private insurance within 3 months of reaching the age of 30/the 14th semester.

What documents do you need for this?

Please read the information on the website of the respective health insurance. The following are often required:

- Notice of admission to studies
- Identity card or passport
- Bank documents
-

You can find more information at: www.h-ka.de/en/information-for-international-students

3.4 Foreigners' Registration Office

All students from non-EU countries need a residence permit. You apply for this at the city's Foreigners' Registration Office.

The following is required:

- biometric passport photo
- Confirmation of registration with the city
- Proof of health insurance
- Admission notice
- Rental agreement
- Passport
- Proof of funding (proof of scholarship, blocked account in the bank holding 10,332 euros)
- Fees (approx. 100 euros)
-

You can find more information at: web1.karlsruhe.de/service/Buergerdienste/organisation.php?id=6028411

3.5 Be mobile: Travelling by train with the Studi-Ticket

The Studi-Ticket is a cheap offer for students to allow them to travel by bus and train. All students pay a specific solidarity fee per semester. This makes the concession possible. The Studi-Ticket is a personal card and is valid on the network of the Karlsruhe Transport Association (KVV). It is valid for 6 months at a time. The cards can be ordered online.

You can find more information at: www.sw-ka.de/en/internationales/studi-ticket/

4 Student life in Karlsruhe

4.1 How can I finance my studies?

All foreign students are allowed to work during their studies. However, the work must be a part-time or side job, i.e. a maximum of 240 hours per year or 3 months full-time. There is also the option of finding a position as a research or student assistant (HiWi) at the university.

Scholarships are another option for financing studies.

You can find more information at (Part-time jobs/Scholarships):

www.h-ka.de/en/discover/studienorientierung-en/coming-from-abroad

Note: You may have heard of “Bafög” (this is the “Bundesausbildungsförderungsgesetz” or Federal Education and Training Assistance Act which provides state funding for students in Germany) - this is usually only an option for German students, students with refugee status or other specific cases.

You can find more information at: www.sw-ka.de/en/finanzen/bafog/

4.2 Where/how can I find an apartment?

Looking for accommodation in Karlsruhe is not that easy. The earlier you start your search, the better. As a student, you can apply to a student hall of residence and rent a room there at very low costs (belongs to the Student Union). There is also the option of living in a room in a shared apartment (a WG) or looking for a private apartment.

You can find more information at:

www.h-ka.de/wohnungssuche

www.sw-ka.de/es/wohnen/

www.kit.edu/markt

www.studenten-wg.de

www.wg-gesucht.de

www.die-wg-boerse.de

www.studays.de/de/wohnen

www.wohngemeinschaft.de

www.studiguide.de

4.3 Is there childcare if I have a child?

www.sw-ka.de/en/beratung/studieren_mit_kind/

www.h-ka.de/en/about-hka/organization-people/center-for-equal-opportunities/study-with-family

5 Overview of links, information and advisory centers

5.1 Student Registry

www.h-ka.de/en/about-hka/institutions/student-registry

5.2 Online Services 1-3, LSF, Ilias

www.h-ka.de/intern/

5.3 Computer Center

www.h-ka.de/en/about-hka/institutions/data-center

5.4 Academic counseling

www.h-ka.de/en/information-for-international-students

5.5 Student finance

www.h-ka.de/en/study/guidance-counseling/financing

5.6 Karlsruhe Student Union

www.sw-ka.de/en/

